

**Addendum No. 1 to RFP 17-10**



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**Department of Purchasing**  
**JOSEPH A. CURTATONE**  
**MAYOR**

To: All Parties on Record with the City of Somerville as Holding RFP 17-10, Wraparound Services

From: Angela M. Allen, Purchasing Director

Date: August 12<sup>th</sup>, 2016

Re: Answer questions, extend deadline for submissions

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Answers to questions posed during the Q/A period are attached.

The deadline for submissions has been extended. Proposals must be submitted by **11:30am August 17<sup>th</sup>, 2016**.

**Please acknowledge receipt of any and all Addendums (if applicable) by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.**

**NAME OF COMPANY / INDIVIDUAL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**TELEPHONE/FAX/EMAIL:** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED INDIVIDUAL:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA:**

**Addendum #1** \_\_\_\_\_ **#2** \_\_\_\_\_ **#3** \_\_\_\_\_ **#4** \_\_\_\_\_

## **Addendum No. 1 to RFP 17-10**

### **Questions Received**

- 1) Is there an anticipated volume? Do you have an estimate of how many students/families will be in need of services.**  
Several dozen students at any given time, with the specific number changing as issues get resolved and new issues with new students emerge.
- 2) Is the program manager required to speak Spanish or can we use a consultant?**  
The person delivering the wraparound coordination services should possess a high level of Spanish.
- 3) Are you looking for one dedicated clinician or can we work as a flexible team?**  
A flexible team is permissible, however, we will look favorably at arrangements that allow students, staff, and families to develop ongoing relationships.
- 4) Does all staff need to have MSW or similar credentials. In our wraparound team, we typically have a MA level work with a BA level clinician such as a Family Partner or other Family Support Worker?**  
Please refer to the competitive advantage criteria outlined in the RFP. The credential thresholds we set are meant to convey the level of skill required for the position (we care more about someone's capacity to be effective and to translate significant experience into this role than their specific educational background)
- 5) Are we allowed to use a City of Somerville employee as one of the 3 references?**  
Yes.
- 6) Are there parameters to follow in the writing of the proposal such as a minimum/maximum number of pages?**  
No.
- 7) We noticed a request to "Develop and offer professional trainings, workshops, handouts, etc. as needed, estimated to be several or more a year. Are you looking for a separate cost center for these trainings or will they be rolled into a single hourly rate?**  
Professional development would ideally be provided by the same individual(s) at the ongoing hourly rate.